



**SOLO AND SMALL FIRM SECTION * OF THE STATE BAR OF CALIFORNIA
JULY 17, 2008 CONFERENCE CALL**

Call – In number: 1-888-384-9090/Passcode: 273042#

1. Call to Order (Roberta)
2. Approval of Minutes from June 28, 2008 (Carolyn)
3. Financials – May 2008 Summary (Marilyn/Mitch)
4. Reducing Expenses/Increasing Revenue (Marilyn)
5. CEB Report (Mary if present)
6. Big News Report (Lisa)
7. SEI and Solo Summit (Lisa)
8. Webinar Series Update (Anne)
9. Opening a Law Office – Publication Update (Patti)
10. Myer Sankary Lawyer of the Year Award Update (Group)
11. MCLE E-blast (Group)
12. MCLE Toolbox (Marilyn/Mitch)
13. Committee Reports (Group)
14. State Bar Staff Report (Mitch)
 - (a) Travel and Reimbursement Policy
 - (b) 30 day deadline for reimbursement (No payment after 60 days)
 - (c) Giselle's Travel necessary for any flights exceeding \$250
15. State Bar Annual Meeting Solo and Small Firm Events
Solo and Small Firm Section Executive Committee Meeting
Friday, September 26, 2008, Monterey Marriott, Salon 201 & 205
Time: 9:00 a.m. – 12:00 Noon
Meyer Sankary Lawyer of the Year Award Reception
Friday, September 26, 2008, Monterey Conference Center, Stevenson Terrace
Time: 5:30 p.m. – 7:00 p.m.
16. Other Business
17. Adjournment